

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
**of the**  
**HOUSING AUTHORITY OF THE CITY OF FORT LAUDERDALE**  
**Held at 5:00 PM Thursday, November 19, 2009**  
**437 SW 4<sup>th</sup> Avenue • Fort Lauderdale, Florida • 33315 • (954) 525-6444**

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**Item 1. Roll Call**

The meeting was called to order and the following answered present: Nicholas Tranakas, Chair Shirley Carson; Robert W. Kelley. Also attending was Mike Tadros, CFO.

Absent Gina Pozzuoli & James Camp III (schedule conflict)

**Item 2. Review and Approval of the November 19, 2009 Regular Meeting Agenda**

The Agenda was reviewed and no corrections or changes noted. Commissioner Carson moved approval; Commissioner Kelley seconded. All voted in the affirmative.

**Item 3. Review and Approval of the October 8, 2009 Regular Meeting Minutes**

The Minutes were reviewed and no corrections or changes noted. Commissioner Carson moved approval; Commissioner Kelley seconded. All voted in the affirmative.

**Item 4. SECRETARY'S REPORT**

**1. PHA Annual Plan for FY 2009 - Revision II & Revised Section 8 Admin Plan**

The revision to add preference for admissions to the Section 8 Housing Choice Voucher (HCV) Program for families displaced by hurricanes Katrina and Rita was completed and copies placed in site offices for review. A public meeting, as required, was scheduled for 6:00 PM, Thursday, November 19, 2009, at the Sailboat Bend Community room at 425 SW 4<sup>th</sup> Avenue, immediately following the Board meeting and the Commissioners were required to attend.

**Attachment 1** was a copy of the revision/additions to the Agency Plan and **attachment 2** was the revision/additions to the Section 8 Admin Plan. Copies of both Plans were made available at the Board meeting. The E.D. discussed the revisions and requested that the Board adopt **Resolution 09-16**, approving Revision II to the Housing Authority of the City of Fort Lauderdale's Annual Agency Plan for FY 2009 and **Resolution 09-17** approving the Revised Section 8 Administrative Plan.

Commissioner Carson moved approval; Commissioner Kelley seconded. All voted in the affirmative.

**2. Amendment to Procurement Policy Manual**

This item was discussed and approved at the July 9, 2009 Board meeting. Since then a bid protest was filed by a contractor making it necessary for the H/A to revise the procurement policy to include a "Procurement Protest Policy". In addition, HUD is requiring specific amendments (PIH Notice 2009-12) to the procurement policy to be used only for procurements related to the Capital Fund Stimulus Grants. The following amendments were included as **attachment 3**.

- Procurement Protest Appeals & Remedies Addendum (Exhibit A)
- Capital Fund Stimulus Grant Addendum (Exhibit B)

The E.D. discussed the amendments and recommended that the Board approve the amended procurement policy by adopting **Resolution 09-18**. Commissioner Kelley moved approval; Commissioner Carson seconded. All voted in the affirmative.

**3. American Recovery and Reinvestment Act (ARRA) Grant Funding**

At the March 19, 2009 Board meeting, the board approved the E.D. accepting the ARRA Capital Funds and the proposed uses. A request authorizing the E.D. to obligate the Agency and sign contracts exceeding the \$25,000 limit for all capital expenditures relating to the 2009 ARRA Capital Fund Grants was tabled.

**4. Audit Report for FYE 2008**

The draft audited financial statements for fiscal year ended December 31, 2008 were presented at the July 9, 2009 Board meeting for review. Copies of the completed HUD approved audit reports were presented to the Board. The Board was requested to approve the audit reports.

Commissioner Carson moved the motion to approve the Audit Reports for Fiscal Year ended December 31, 2008; Commissioner Kelley seconded. All voted in the affirmative.

**5. Financial Auditing Services for Fiscal Year 2009**

The H/A recently posted RFP for Financial Auditing Services and ten (10) proposals were received. After careful review and evaluation by staff and Board representative, Berman Hopkins was selected to continue providing auditing services for the H/A. Copies of the evaluation scores were made available for Board review.

The E.D. discussed this item with the Board and recommended that the Board approve the selection of Berman Hopkins to provide auditing services to the H/A by adopting **Resolution 09-20**. Commissioner Kelley moved approval; Commissioner Carson seconded. All voted in the affirmative.

**6. Presentation of Financial Reports for Period Ending September 30, 2009**

Included in the agenda packet as **attachment 4**, was a copy of the financial reports for period ending September 30, 2009, for the following programs:

- Public Housing
- Section 8 HCV
- Affordable Housing
- Central Office

The E.D. and Mike Tadros, CFO, reviewed each program with the Board.

**7. Insurance Consultant/Brokerage Services RFP**

The H/A recently posted RFP for health insurance broker, the selection has been completed and the Rhodes Group in Fort Lauderdale was selected as the new broker.

The E.D. and Mike Tadros, CFO, discussed this item with the Board. Commissioner Kelley moved the motion to approve staff recommendation of the Rhodes Group to provide Insurance Consulting/Brokerage Services for the Housing Authority; Commissioner Carson seconded. All voted in the affirmative.

The H/A's health insurance will continue with Aetna for another year.

**Item 5. NEW BUSINESS**

**1. United Resident Services (URC) – Transportation Service**

The URC has been operating a bus service through grant funding from the City of Fort Lauderdale for the past ten (10) years. However, services were recently suspended due to lack of operating funds and the City Commission has approved transferring the operation of the Community Transit services from the URC to the Housing Authority.

The E.D. also informed the Board that the URC was decertified in January 2008 as they did not follow proper election guidelines to appoint officers.

The E.D. discussed the operation of the Community Transit with the Board and requested approval to go forward with the transfer of the two (2) BCT buses and operation of the services. Commissioner Kelley moved the motion to approve; Commissioner Carson seconded. All voted in the affirmative.

***For Information Purpose***


The E.D. updated the Board on the following items:

- Dixie Court re-development Phase III
- Dr. Kennedy Homes re-development process

There being no further discussion the meeting was adjourned. Commissioner Carson moved the motion to adjourn; Commissioner Kelley seconded. All voted in the affirmative.

  
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Dr. Nicholas Tranakas, Chair

ATTEST:

  
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Tam A. English  
Executive Director/CEO/Secretary